



July 1, 2003

You are invited to review and respond to this RFP, entitled:

**Specialty Mental Health Services Therapeutic Behavioral Services Consultation**

**RFP #03-73181-000**

In submitting your proposal, you must comply with these instructions.

Each proposer must submit a **Letter of Intent** via US Mail or FAX only. The letter must be received no later than **5:00 p.m. on July 11, 2003**, and sent to the following address (postmarks will not be accepted):

Nancy Mengebier  
California Department of Mental Health  
1600 9<sup>th</sup> Street, Room 100  
Sacramento, CA 95814  
FAX 916-654-5591

Note that all agreements entered into with the State of California will include by reference General Terms and Conditions and Contractor Certification Clauses that may be viewed and downloaded at Internet site [www.ols.dgs.ca.gov/ standard+language](http://www.ols.dgs.ca.gov/standard+language). If you do not have Internet access, a hard copy can be provided by contacting the person listed below.

In the opinion of Department of Mental Health, this RFP is complete and without need of explanation. However, if you have questions, or should you need any clarifying information, the contact person for this RFP is:

Nancy Mengebier  
Department of Mental Health  
Email: [nmengebi@dmhhq.state.ca.us](mailto:nmengebi@dmhhq.state.ca.us)

Questions must be submitted and received via email no later than **4:00 p.m. on Thursday July 17, 2003**. A Question and Answer document will be mailed to all proposers who have submitted a letter of intent. Please note that no *verbal* information given will be binding upon the State unless such information is issued in writing as an official addendum.

WILLIAM A. AVRITT, Acting Deputy Director  
Administrative Services

Attachments